



U.S. Congressman Sam Graves

Scheduling Request

Date of event: _____

Name of Event: _____

Time (Beginning & Ending): _____

Sponsoring Organization: _____

Describe Organization (Briefly): _____

Contact Person, Phone Number & E-mail address: _____

Location (Place, address, city): _____

What will take place at this event? _____

What will be Congressman Graves' role in this event? _____

Are there any specific issues you would like discussed? _____

Who will be attending this event? Please list titles of individuals and where they are from (cities, counties) in Missouri. _____

Please complete this Schedule Request form and return via fax or e-mail.

For Missouri scheduling requests,
please return to Buffy Smith:
113 Blue Jay Drive, Suite 100
Liberty, MO 64068
Phone: (816) 792-3976
Fax: (816) 792-0694
buffy.smith@mail.house.gov

For Washington, D.C. scheduling requests,
please return to Sarah Woodward:
1415 Longworth House Office Building
Washington, D.C. 20515
Phone: (202) 225-7041
Fax: (202) 225-8221
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